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OSR file

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DDI 468-69

13 February 1969

MEMORANDUM FOR: Deputy Director for Intelligence *cap*

SUBJECT : Memorandum of Understanding
Regarding Phase II and Phase III
Responsibilities for Developing
and Implementing Project QUIKTRAK

I. Introduction

QUIKTRAK is a complex, on-line EDP project to support OSR analysis of data concerning foreign ground forces and installations. During its development and initial operating stages it will require the support and talents of several DD/I components (OSR, CRS and IAS), ORD, and the [REDACTED] contractor. Thus, there should be a clear understanding among those concerned as to who is responsible for what tasks, and who within the Agency will assume the overall responsibility for monitoring the project and coordinating the activities of the various offices. This memorandum constitutes that understanding. Phase II is now under way so commitments for that period should be considered firm; plans for Phase III are still tentative.

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II. Timing

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Phase I (April 1968 - August 1968) was the initial stage of problem analysis. During this period [REDACTED] conducted a survey of the activities of the Ground Forces Branch (TF/G) of OSR and produced a report containing a preliminary design for an on-line display system (using [REDACTED] console) to be developed in two further phases.

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Phase II (October 1968 - June 1969) is the main developmental period. At the conclusion of this phase, it is anticipated that OSR analysts will be able to query and maintain installation and unit files for one Soviet military district and a single European satellite. During this period a consolidated data base for the two

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pilot areas will be prepared, a maintenance system developed, and a basic query structure will be designed and implemented. Throughout this period of development the desirability and characteristics of system expansion will be continually assessed.

Phase III (July 1969 - June 1970) is to be a period of system evaluation, extension, and expansion. OSR and CRS will divide the task of evaluating the performance of the Phase II system and of documentation provided by

25X1A5a1 [REDACTED] During Phase III the pilot data base will be expanded to include the entire Soviet Union and possibly an additional European satellite. The basic query structure will be expanded to provide the analyst greater flexibility in using the data base.

III. Project Management

From the beginning of the project, QUIKTRAK has been managed jointly by ORD and OSR. While ORD has exercised technical supervision over the design, development, and use of all EDP equipment and associated programs and procedures (i.e., hardware and software matters), OSR has been responsible for specifying the input and output requirements and approving the procedures and role of non-EDP personnel.

The OSR project officer will serve as the substantive monitor for the project and will act as the principal coordinator and contractor liaison throughout Phase II. The substantive monitor will prepare periodic reports on the status of the project. ORD will provide administrative support as required during Phase II.

The Phase II project officers designated by the Agency components and [REDACTED] are:

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[REDACTED] OSR, Substantive Monitor
[REDACTED], ORD, Administrative Monitor
[REDACTED] CRS
[REDACTED] IAS
[REDACTED]

IV. OSR Responsibilities

A. OSR will have overall responsibility for designating the contents of the data base and preparing or supervising the preparation of all input data requiring conversion to machine language. This includes:

1. Further defining what existing files/sources should be included in the data base.
- 25X1A5a1 2. Working with [REDACTED] personnel and IAS to implement source coding of imagery-derived data.
3. Transcribing data from collateral sources and from the backlog of data from other sources that is not currently available in machine language files.

B. OSR will determine the output specifications for the system and will have the final approval on the query structure and all input, maintenance, and query procedures.

C. During Phase II, OSR and ORD will each provide one-half of the necessary funding required for any contract overrun.

V. CRS Responsibilities

A. CRS' role in data preparation for Phase II will be limited to key punching, which is estimated to require .5 man-years. During Phase III, CRS support will be limited to five man-hours of key punching per week to maintain QUIKTRAK data bases, and up to 500 man-hours of key punching for each new file added to the data base.

B. "Programming support," estimated at 1.5 man-years during Phase II, will include:

1. Liaison between the contractor or his representative and organizations controlling data sources required for file building.

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This task will include obtaining documentation on the formats, maintenance procedures and processing schedules of those files selected as inputs to the QUIKTRAK data base. It will also include making arrangements for the transfer of files to CRS in support of the file construction activities to be performed by both CRS and [REDACTED]

2. Providing routine files manipulation such as sorts, merges, dumps, and prints. It is anticipated that virtually all of this processing can be accomplished with standard utility programs or with programs provided by the contractor.

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3. Development and implementation with OSR of plans for remote operation of [REDACTED] during Phase III.

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C. The principal computer facilities for Phase II will be at [REDACTED] and CRS. CRS computer facilities will support QUIKTRAK requirements on an "as available" basis. [REDACTED] display console will be located at CRS by 1 February 1969, but will be made available to ORD for limited experimental uses on an ad hoc negotiated basis.

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D. During Phase III, CRS will assume responsibility for operational computer support for both QUIKTRAK and AXMASTER, another OSR project utilizing [REDACTED]. Under tentative plans for FY 1970, CRS would use the IBM MVT (Multi-programming with a variable number of tasks) on the 360/50, with a core allocation to QUIKTRAK of 140K with first priority access for 10 hours per day during prime time. In the event that CRS does not obtain an IBM 360/50 in FY 1970, CRS will be unable to provide first priority access for ten hours per day during prime time, and computer support for QUIKTRAK will be negotiated on an ad hoc basis between OSR and CRS. Before assuming operational support, however, CRS, with the assistance of [REDACTED] personnel, will make an operational test on CRS equipment of the Phase II system developed by the

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contractor, to insure that the computer programs are fully debugged and that the system runs successfully on the CRS hardware and operating systems. As early as practicable in Phase III [REDACTED] will be moved from CRS to the QSR working area.

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VI. IAS Responsibilities

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A. During Phase II, IAS will prepare data inputs, with graphic support, on two pilot areas utilizing the source coding techniques recommended by [REDACTED]. This support will be limited in scope to include reporting

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[REDACTED] and to providing PI support to OSR for the conversion of existing reports to the QUIKTRAK input format. OSR will provide the transcript sheets, instructions and coding schedules required for this process. Soon after the start of Phase II, IAS will certify the practicality and professional acceptability of the recommended source coding techniques.

B. IAS will continue to provide support to QUIKTRAK during the expansion period of Phase III, but this support will be limited to the development of new analytic techniques and some assistance in the application of proven concepts to additional substantive or geographic areas. The extent of Phase III support effort by IAS will be negotiated at the time of request and after a consideration of available assets.

VII. ORD Responsibilities

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A. During Phase II, ORD will provide administrative support as required to [REDACTED] personnel and the OSR substantive monitor.

B. ORD will continue to provide technical support to OSR and CRS in Phase III for further development of system capabilities.

C. During Phase II, OSR and ORD will each provide one-half of the necessary funding required for any contract overrun.

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A. The contractor is responsible for the design, coding, and testing of all programs and procedures required to operate the QUIKTRAK system available at the end of Phase II.

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C. The contractor, in cooperation with OSR, will be responsible for designing all data coding (transcription) forms and providing the necessary manuals to describe how data should be entered on the forms. The contractor will also furnish CRS with adequate user, operator and program documentation.

25X1A5a1 D. [REDACTED] personnel, working with the designated CRS programmer and with IAS and OSR personnel, will be responsible for the establishment of the initial data base.

25X1A5a1 E. [REDACTED] will use its own computer facility, to the extent feasible, for program testing.

25X1A5a1 F. [REDACTED] shall provide OSR and ORD with copies of all monthly and special progress reports.

25X1A IX. Funding for [REDACTED]

25X1A A. ORD will cover the cost of transferring and installing [REDACTED] in the CRS Computer Center.

25X1A5a1 B. ORD will allocate additional funding to the existing contract with [REDACTED] to the extent of \$10,000 to cover maintenance of [REDACTED] for the balance of FY 1969.

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C. For maintenance of [REDACTED] during FY 1970, i.e., Phase III, the DD/I and ORD will each allocate \$20,000. CRS will request funds for maintenance expenses in FY 1971 and later.

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X. DD/I Planning Staff Responsibilities

The Planning Staff will keep the project under review and will be informed promptly of any major problems or delays.



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DD/I Planning Officer

cc: Directors, OSR, CRS, IAS, ORD

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